

## PROGRAM ROSTER

Applicant LEA: \_\_\_\_\_ COUNTY: \_\_\_\_\_

**Program Coordinator/Contact:** Person has primary responsibility for the Cal-SAFE Program in the applicant LEA and is the contact person for the program.

Name:	Title:
Mailing Address:	City: ZIP:
Telephone: ( )	FAX: ( )
Email:	

**Program Leader:** Person is responsible for implementing the Cal-SAFE Program.

☐ Check if same person performs both Program Leader and Program Coordinator responsibilities and leave this section blank.

Name:	Title:
Mailing Address:	City: ZIP:
Telephone: ( )	FAX: ( )
Email:	

**Child Care Program Director:** *(Complete only if agency operates two or more child care sites including child care network.)* Person has administrative/programmatic responsibility for the Cal-SAFE Program child care component at two or more sites and qualifies for the Child Care Program Director Permit or meets qualifications for person assigned this responsibility. See *Child Development Personnel Certification, Form L in the application.*

Name:	Title:
Mailing Address:	City: ZIP:
Telephone: ( )	FAX: ( )
Email:	

## Directions for Program Roster

Please review the descriptions of the roles for each Cal-SAFE position and determine if the person listed fulfills that role within the local Cal-SAFE program. An individual's title designated by the LEA may differ from the role designation on the roster. If there are co-directors for the Cal-SAFE program designate one as the Program Coordinator and one as the Program Leader. If there are additional areas of responsibility at the district/County Office of Education (COE) level, contact the CDE Cal-SAFE consultant assigned to your program. See Attachment 1. **Complete the Program Roster (Form D) as changes occur.**

**Program Coordinator/Contact:** The person listed here has primary responsibility for the Cal-SAFE Program in the district or county office. This is also the person that will be the contact for information from CDE to the local program. List only one person as program coordinator/contact.

**Program Leader:** This person is responsible for implementing the Cal-SAFE program within the district or county office. If one person fulfills both Program Coordinator/Contact and Program Leader roles check the box provided.

**Child Care and Development Program Director:** Do not complete this section unless your program operates two or more child care sites. The person designated here has administrative and programmatic responsibility for the Cal-SAFE program child care and development component. The Program Director must hold a Child Care Program Director Permit or meet the alternate qualifications for the person having this responsibility. See the Child Development Personnel Certification, Form L in the application for information about qualifications for this position.